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16 April 1954

CONFIDENTIAL

MEMORRADUM TOE an Susing Deputy Director (Administration)

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2. Projects and Studies

a. <u>Legistical Requirements</u> - (<u>continued item</u>)

A memorandum has been forwarded to the FM Staff requesting concurrence in the proposed distribution of airborne material by base areas for support

Requirements for TSS items have been computed on the basis of tentative tables of allowances provided by the PM Staff. A review of assets indicates that requirements for these items can be satisfied, for the most part, with existing Agency stocks.

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3. Administration

a. Classification Survey - (sontimed item)

Classification survey team is scheduled to commence work in the logistics Office 19 April 195h. Functions, organization, T/O's, and

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personnel ceilings of all logistics Office elements have been reviewed and, where necessary, revised in order to facilitate action of the survey team.

b. Legistics Support Course - (continued item)

A bulletin amounting the third logistics Support Course scheduled to commence 1 May 1954, has been reproduced and forwarded for distribution within the DD/P complex.

4. Transportation Division

a. Ordnance Shipment - (new and completed item)

25X1A6a 25X1A6d ment of 750,000 pounds of ordnance material from to the Project is scheduled for completion 20 April

5. Supply Division

a. Washington Depot - (continued item)

Six hundred homes of TSS property, received for storage in 19h7 and occupying 5,000 square feet of floor space, have been opened for identification as requested by auditors. TSS representative indicates no current or foreseeable requirement for this material, most of which is paper; accordingly, action has been initiated to determine appropriate disposition thereof.

b. Vehicle Status Reports - (new and completed item)

Quarterly reports indicating the status of Agency vehicles as of 1 April 1954 have been completed and forwarded to the ID/P and area divisions.

6. Progurement Division

a. Tropical Rations - (new and completed item)

Investigation of tropical rations disclosed that they are suitable for Agency requirements; accordingly, this Office has recommended final payment to the contractor. Interested area division has been notified relative to findings and the recommendation for payment.

COMPANY

b. Contractors - (continued item)

Contractor	Facilities and services for external language training program	Dollar Value
	Research and development regarding lubricants	75,000
	Generators and spare parts kits for same	51,953
	Development of contact-type microphone	26,818

7. Real Estate and Construction Division

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s. Construction - (continued item)

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25X1A5a1

8. Printing and Reproduction Division

a. Rush Work - (new and completed item)

ORR has been informed that a rush publications job, totalling 150 pages could be completed by 21 April provided the job was received on or before 19 April and necessary priority was obtained (including authorization for required overtime).

JAMES A. GARRISON Chief of Logistics

10/TR&P/JAS: as (16 April 1954)

Distribution:

Orig. & 2 - Addresses

1 - Official file

1 - Dissemination copy

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